



## **Granite Town Media**

### **Advisory Committee**

#### **Meeting Minutes**

1 September 2011

**Present:** Frank Corey, Rosie Deloge, Tim Finan, Andrew Jeffery, Joe Kasper, Jose Luna, Mike McNerney, Tom Schmidt

**Absent:** Len Mannino

**Guests:**

#### **Call to Order:**

Meeting called to order 6:10 PM

Minutes approved with corrections.

Case for the new monitor in BoS meeting room complete. Monitor should be wired and installed by the end of September.

#### **Cable Franchise agreement**

Public meeting scheduled Sept 12<sup>th</sup> by BoS to review franchise renewal

Brian Christiansen notified Mike he has a schedule conflict and will send a Comcast representative to the Board of Selectman meeting.

#### **Web site**

Modifications to menus and tweaking design complete

Scheduling up and running using Google Calendar

Ambulance Subdomain problem still not resolved.

#### **Elections**

Annual officer elections approved by unanimous vote.

Chairperson: Joe Kasper (Nominated Tom, 2<sup>nd</sup> Andrew)

Vice Chairman Jose Luna (Nominated Rosie, 2<sup>nd</sup> Frank)

Secretary Tom Schmidt (Nominated Joe, 2<sup>nd</sup> Rosie)

#### **GTM History**

Tom agreed to update and revise GTM history

#### **Policy and Procedure manual**

Mike presented draft Policy and Procedure manual based on Concord PEG.

He will check with to see if Concord PEG has a later version that addresses some of the issues raised during the draft review.

Additional review schedule for next meeting

**Upcoming Meeting:**

6 October 2011 Library AV room

**Adjourn:**

Meeting adjourned 8:00 PM

Respectfully submitted: Tom Schmidt